

**TOWN OF WEBSTER**  
**PLANNING BOARD**  
**MEETING MINUTES THURSDAY AUGUST 19, 2021**

1 The Planning Board held a meeting on Thursday, August 19, 2021. The meeting was held at Town Hall in  
2 the Grange Hall; 945 Battle Street, Webster, NH 03303.

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4 **Planning Board Members present:** Chairperson Craig Fournier, Paul King Adam Mock, Susan Youngs,  
5 David Hemenway (Select Board Ex Officio Alternate Member).

6  
7 **Also, present:** Emmet Bean (Fire Chief/Road Agent), Russell Tatro (Land Use Coordinator), Julie &  
8 Richard Steele, Dan Higgins, Benjamin Smith, Mikayla Reale, William Inman.

9  
10 Chairperson Fournier opened the August 19, 2021 meeting at 6:29pm and took attendance. Kathy Bacon,  
11 and Marlo Herrick were not in attendance.

12  
13 Chairperson Fournier moved to the first item on the agenda, the appointment with Julie & Richard Steele  
14 regarding the driveway on Dustin Road.

15  
16 Dan Higgins, the land surveyor who had been hired by the Steele's, began his presentation of the updated  
17 driveway plans. Mr. Higgins briefly went over the history of the driveway and went over what had been  
18 constructed. The previous plan had showed a slope of up to fifteen percent and the driveway was  
19 approximately two thousand feet long. The driveway that had been constructed had sections that had  
20 substantially deviated from the original plan. He then went over his plans to address the Planning Boards  
21 concerns over placing appropriate bump outs and lessening steepness of the grade.

22  
23 Fire Chief Bean asked when the previous permit had been approved. Mr. Higgins stated that it had been  
24 approved in 2014. He stated that a substantial portion of the driveway had been built according to the  
25 previously approved plan and he was here to help address the issues on the sections that the Board had  
26 expressed concerns about. The Board discussed the fixes proposed by Mr. Higgins regarding where the  
27 fill would be placed, addressing the curve, bump out locations, and the deepness of the ditches. The Board  
28 agreed that they would need to visit the site to get a better grasp of the proposed changes. Mr. Higgins  
29 stated that they could discuss the changes and stake out any recommended changes during the visit. The  
30 Board scheduled the site visit on Tuesday, August 24 at 4:00pm.

31  
32 Chairperson Fournier moved to the next item on the agenda, the Site Plan Review application from  
33 Benjamin Smith for a Minor Home Small Engine Repair Business.

34  
35 Chairperson Fournier opened the hearing and briefly went over the hearing procedures. He then gave the  
36 floor to Benjamin Smith to present his proposal. Mr. Smith stated that his plan was to have the business in  
37 his barn. He then briefly went over the stipulation that had been made at the Zoning Board Public Hearing  
38 earlier in the month and his plans to follow through with the stipulations.

39  
40 Chairperson Fournier asked how much noise would be expected. Mr. Smith responded that there  
41 would be no more noise than that of a lawn mower. Mr. Inman, an abutter, stated that noise so  
42 far had not been a problem. Member Youngs asked about the distances to abutters. Mr. Smith  
43 described the distances from his lot to each of the abutters. Craig Fournier stated that he wanted  
44 to make sure the sign was not offensive because it was on a scenic road. Ms. Reale showed a  
45 sample business card and Mr. Smith stated that the sign would have a similar layout. The Board  
46 had no problem with the sample business cards layout.

Chairperson Fournier opened the hearing to abutter comments. Mr. Inman stated that he was in favor of the proposal. Land Use Coordinator Tatro had received correspondence from Therese & David Larson. He read the e-mail to the Board stating that they were in favor of the proposal.

**MOTION:** Susan Youngs

*Motion to accept the Site Review Application submitted by Benjamin Smith as complete.*

**SECOND:** Craig Fournier

**PAUL KING – YES**

**SUSAN YOUNGS – YES**

**CRAIG FOURNIER – YES**

**ADAM MOCK – YES**

**The motion passed 4 to 0**

**MOTION:** Susan Youngs

*Motion to approve the Site Plan submitted by Benjamin Smith for a small engine repair business located at 1487 Battle Street.*

**SECOND:** Adam Mock

**PAUL KING – YES**

**SUSAN YOUNGS – YES**

**CRAIG FOURNIER – YES**

**ADAM MOCK – YES**

**The motion passed 4 to 0**

Chairperson Fournier moved onto the next item on the agenda, Maintenance of Mutton Road.

Road Agent Bean stated that because Mutton Road was a scenic road prior Boards had requested that any time road work was to be performed that it be brought to the attention of both the Planning and Select Board. He stated that the ditches had been filling in and rocks had been piling up. He did not expect to be cutting any trees or moving any rock walls. Member Mock asked if the Board still needed to review all road work on scenic roads that didn't involve the cutting of trees or moving of rock walls. This way Road Agent Bean didn't need to come before the Board for regular road maintenance. Member King stated that residents had complained three or four years ago, and it had been a problem. Chairperson Fournier agreed that it had been a big issue and that's why the previous Board had request Road Agent Bean make the Board aware. Road Agent Bean stated that it had been three or four years since the last time maintenance had been performed on the road and the recent rain had made the situation worse. The Board discussed the topic and agreed they supported Road Agent Bean in performing any necessary road maintenance.

Member Mock asked a question regarding how the Master Plan had been created. Chairperson Fournier explained that in 2018 the Board sent surveys to residents asking a series of questions regarding how they wanted to see the Town develop in the future. The Town then compiled that data and used it to create the Master Plan. The Master Plan was a framework to be used when planning for the future. Land Use Coordinator Tatro stated that a few residents had asked how many of the recommendations in the Master Plan had been implemented. He had compiled a bullet list for the Board to review. The Board agreed that they would review the list and discuss it at the next scheduled meeting.

1 Chairperson Fournier moved to the next item on the agenda, Scheduling the Public Hearing for  
2 the Wetlands and Watershed Ordinance.

3  
4 The Board discussed the topic and agreed to schedule the hearing for the next Planning Board  
5 meeting on September 18<sup>th</sup>.

6  
7 Chairperson Fournier moved to the next item on the agenda, appointments to the Capital  
8 Improvement Plan Subcommittee (CIP).

9  
10 Chairperson Fournier briefly went over the CIP process. The Subcommittee would be comprised  
11 of members of the Planning Board and the public. This report was used by the Select Board in  
12 the Budget Process. Member King stated that in the past the Board used to do this every three or  
13 so years. The Board had changed to updating it yearly because it significantly reduced the time it  
14 took to update the report. Chairperson Fournier and Member King would be on the  
15 subcommittee and stated that members from the public were welcome to join.

16  
17 Chairperson Fournier moved to the next item on the agenda, the Voluntary Merger of lots 12-16  
18 & 10-17

19  
20 Land Use Coordinator Tatro stated he had received an application for a Voluntary Merger. He  
21 then showed the Board a map showing the lots that would be merged.

22  
23 Chairperson Fournier Moved to the next item on the agenda, Planning Board input on the Sale of  
24 Map 10-1-58.

25  
26 Land Use Coordinator Tatro explained that the Select Board had recently merged lots 10-1-58,  
27 10-1-59, and had gone through the bidding process to sell the new lot. It had been brought to the  
28 Select Board's attention that the sale had been done improperly. The Town's Attorney had  
29 confirmed that sale had been done improperly because 10-1-58 had been gifted to the Town last  
30 year and lots not taken by Tax Deed had a separate process for being sold. The Select Board  
31 needed to get the Planning Board's feedback on the sale to rectify the situation. Ex-Officio  
32 Member Hemenway added that the other two lots had gone through the process previously and  
33 the Planning Board had recommended to sell the other two lots. The Board discussed the topic  
34 and agreed the lot could be sold.

35  
36 **MOTION:** Adam Mock  
37 *To recommend that lot 10-1-58 be sold.*

38 **SECOND:** Craig Fournier

39 **PAUL KING – YES**

40 **CRAIG FOURNIER – YES**

41 **ADAM MOCK – YES**

42 **The motion passed 3 to 0**

43  
44 **MOTION:** Craig Fournier  
45 *To approve the minutes from 7/15/21 as amended.*

46 **SECOND:** Adam Mock

47 **PAUL KING – YES**

48 **CRAIG FOURNIER – YES**

1 **ADAM MOCK – YES**

2 **The motion passed 3 to 0**

4 **MOTION:** Paul King

5 *Motion to adjourn the meeting at 7:50pm.*

6 **SECOND:** Adam Mock

7 **PAUL KING – YES**

8 **CRAIG FOURNIER – YES**

9 **ADAM MOCK – YES**

10 **The motion passed 3 to 0**

13 Respectfully,

17 \_\_\_\_\_

19 *Minutes taken by Russell Tatro*